



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

June 11, 2008

Mr. Brian L. Wolff, Treasurer
Democratic Congressional Campaign Committee
430 South Capitol Street, SE
2nd Floor
Washington, DC 20003

Response Due Date:
July 14, 2008

Identification Number: C00000935

Reference: Year-End Report (12/1/07-12/31/07)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 8 items:

1. Schedule A supporting Line 15 of your report discloses an offset to an operating expenditure(s) totaling \$5,854.25 from "Murphy Putnam Shorr & Partners, LLC," "USI Insurance Services" and "Clendening, Carmella;" however, your report(s) does not appear to disclose a disbursement to this entity. Please provide clarifying information regarding this activity and amend your report(s) if necessary.
2. Schedule A supporting Line 15 of your report discloses an offset to an operating expenditure(s) totaling \$17,600.00 from "Robin Weirauch for Congress" and \$902.29 from "Office Depot, Inc.," respectively, however, there are \$368.95 and \$140.86, respectively in disbursements to this entity disclosed on your disbursement schedule(s). Please provide clarifying information regarding this discrepancy and amend your report(s) if necessary.
3. Schedule E of your report indicates that your committee may have failed to timely file one or more of the required 24 hour notices regarding "last

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minute" independent expenditures (see attached). A political committee must file a 24 hour report with the Federal Election Commission as specified in 11 CFR §104.4(c), within 24 hours of any independent expenditures of \$1,000 or more with respect to a given election, made between two and twenty days before an election. The notice must be received by the Commission by 11:59 p.m. on the day following the date on which independent expenditures that aggregate \$1,000 or more are publicly distributed or disseminated. These expenditures must then be fully itemized on Schedule E, or as memo entries on Schedule E and reflected on Schedule D if distributed or disseminated prior to payment, of the next report required to be filed by the committee. Although the Commission may take further action concerning this matter, your prompt response will be taken into consideration. 11 CFR §104.3(b)

4. Your committee filed 24 hour notices informing the Commission of independent expenditures made in support or opposition of federal candidates with **"McMahon, Squier Lapp and Associates, Inc."** and **"Mack Crounse Group, LLC"** as the payee(s). However, the dates of public dissemination disclosed on these notices do not appear to correlate with the entries on Schedule E, supporting Line 24 for the reporting period. If your committee has filed 24 hour notices supporting independent expenditures not reflected on your reports, you must file Schedule E during the appropriate reporting period to disclose these payments. Please amend your report to clarify this discrepancy and provide further information concerning these notices.

5. Schedules A and B of your report disclose earmarked contributions. If the contributions passed through your committee's account, each must be itemized on Schedules A and B, regardless of the amount. If the earmarked contributions were forwarded in the form of the contributor's check, they should be disclosed as memo entries on Schedules A and B. For disclosure purposes, the name and mailing address for each contributor must be provided, and where the contribution exceeds \$200, the individual's occupation and name of employer must also be itemized. In addition, please include "Earmarked by" and the name of the individual contributor, Federal Candidate Committee, or PAC that made the earmarked contribution instead of "SB23 Conduit Memo Entry" on Schedule B, supporting Line 23. Please amend your report accordingly by providing the omitted information. 11 CFR §110.6(c)(1)(v)

6. Schedules A and B of your report disclose earmarked contributions that appear to have been deposited in your Committee's account before being

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forwarded to the Candidate Committee. On Schedule B, supporting Line 23, these earmarked contributions should list the Candidate Committee as the payee, as well as the Candidate Committee's address, and not your committee. Please amend your report to clarify these earmarked contributions. 11 CFR §110.6(c)(1)(v)

7. Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B supporting Line(s) 21(b) of your report to clarify the following description(s): "Administrative Services" and "Fees." For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

8. Schedule B of your report discloses a reimbursement(s) to an individual(s) for apparent travel and subsistence advances in which the total amount reimbursed exceeds \$500. When the reimbursement amount to staff for travel and subsistence advances exceeds \$500, the payments by committee staff that make up the reimbursement may have to be itemized. For example, if the related payment(s) to any one vendor by the staff aggregates in excess of \$200 for the calendar year, the payment(s) must be itemized as a memo entry for that reimbursement. Each memo entry must include the complete name and address of the original vendor, as well as the date, amount and an adequate purpose. Please amend your report to include the missing information and clearly identify on the Schedule B, which reimbursement each memo entry relates to. If itemization is not necessary for a particular reimbursement to staff in excess of \$500, you must clarify this in an amendment to this report. 11 CFR §104.9 and Advisory Opinion 1996-20, footnote 3

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action. **Requests for extensions of time in which to respond will not be considered.**

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any

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questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1144.

Sincerely,

Debbie Chacona

for: Edward Ryan
Senior Campaign Finance Analyst
Reports Analysis Division

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Missing 24 Hour Notice

Name of Payee	Date	Amount	Purpose	Candidate
Mack Crounse Group, LLC	12/04/2007	\$9,695.62	Mail Services	Weirach, Robin
Mack Crounse Group, LLC	12/04/2007	\$9,695.62	Mail Services	Latta, Robert
Mack Crounse Group, LLC	12/04/2007	\$9,969.05	Mail Services	Latta, Robert

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